

111th RULES FOR LAWYERS

Welcome to the 111th District Court, Judge Raul Vasquez Presiding. The Judge and the 111th District Court staff would like to thank you for your presence as we begin our new court with much anticipation and hope for the new millennia.

Our whole focus is to do everything possible to fully assist you in the most efficient and most professional manner to prepare your cases for trial. The following rules have been adopted in order to make it easier for counsel to follow their cases through our system.

1. The Court and the staff are committed to do everything to assist, accommodate, and support counsel, parties, witnesses, and the public.
2. Court will begin at 9:00 a.m. every morning until further notice. Upon request, however, the court will set default hearings and emergency motions on non-jury Tuesdays and Fridays between 8:15 and 8:45 a.m.
3. There will be a new procedure for Calendar Call for all new cases filed after January 1, 1999. The Court, not the court coordinator, will conduct the calendar call on the first Tuesday of every month at 2:00 p.m. Attendance is mandatory; otherwise cases are subject to dismissal.
4. Pursuant to the new discovery rules, all cases will be classified by level and appropriate guidelines shall be given on the first calendar call of the respective case.
5. Each case shall basically have two pre-trial settings. The first pre-trial will be held within 60 days of calendar call, depending on the level. The court will set all cases for trial on the first pretrial hearing and will require counsel to file a pre-trial guideline order immediately. The second and final pre-trial shall be conducted on the Thursday immediately prior to jury selection Monday.
6. Level 1 cases shall be tried within 6 months, Level 2 within one year and Level 3 cases within 18 months.
7. The new discovery rules requiring full disclosure will be applied to all pending cases.
8. The Court will continue to hear all divorces filed on the Monday following 90 days from filing. However, if there is no agreement, the first appearance will be turned into a calendar call for the divorce.
9. All documents filed with the Court must be file-marked by the District Clerk before the court signs the same.
10. The Court will sign and set all motions within 5 days of submission to the court. All motions or settings will be given on the next available setting. However, if counsel personally brings motion and fiat to the court, the case will be set faster and with counsel's input for next available date. In other words, if it is important to you and you want a quick setting, bring it yourself, not your secretary or your runner.
11. After the Court approves a pretrial order and a trial date is given, there will be NO CONTINUANCES (including agreed motions for continuances), unless approved by the Court.
12. It is highly recommended that counsel prepare a trial brief for jury or non-jury trials, motions for summary judgments and any contested motions requiring extended hearings.
13. Mediation will be ordered in all cases following the first pretrial hearing, however, mediation will not occur until discovery closes. The Court will consider special

circumstances where mediation may not be necessary or required, however, the Court will appoint the mediator in all cases.

14. The Court will require all parties and/or corporate representative with full authority to be present at all mediations and final pretrial hearings.
15. All cases will be given an entry of judgment date within thirty days usually on non-jury Mondays. If the judgment, decree or order is not on file, counsel will receive one courtesy call to have judgment in by 5:00 p.m. on the same day. Every non-jury Tuesday, the Court will enter dismissal orders between 8:30 and 9:00 a.m. for those cases where judgments were not submitted.